

Natchitoches City Council will have a pre-council meeting beginning at 5:00 p.m. and ending at 5:30 p.m. to discuss non-agenda items. The City Council meeting will begin promptly at 5:30 p.m. on the second and fourth Monday of each month and will be reserved to only items on the Agenda. The public is invited to both the pre-council meetings and council meetings with the understanding that items not on the agenda will not be discussed at the scheduled council meetings, but the public is welcome to discuss any topic at the pre-council meetings. The City Council Meetings are held at the Natchitoches Arts Center located at 716 Second Street, Natchitoches, Louisiana.

**NATCHITOCHES CITY COUNCIL MEETING**  
**MAY 26, 2015**  
**5:30 P.M.**  
**A G E N D A**

1. **CALL TO ORDER**

2. **INVOCATION**

3. **PLEDGE OF ALLEGIANCE**

4. **READING AND APPROVAL OF THE MINUTES OF MAY 11, 2015**

5. **PLANNING & ZONING – FINAL:**

**#018 Nielsen** Ordinance Declaring Certain Buildings Unsafe And Recommending That Same Be Demolished Or Put Into Repair To Comply With The Building Code, Authorizing Notice To Be Served, Fixed Hearing Date And Appointing Curator To Represent Absentees

6. **PLANNING & ZONING – INTRODUCTION:**

**#030 Morrow** Ordinance Amending Ordinance No. 64 Of 2001 By Changing Zoning Classification Of Property Described As Follows:

Lot Containing 0.233 Acres Being A Portion Of An 8.75 Acre Tract Located In Westwood Commercial Lots In Section 40, Township 9 North-Range 8 West, Shown On A Survey Recorded At Map Slide 643-B From B-3 Commercial To Additional B-A Zoning To Sell Beverages Of High And Low Alcoholic Content For Consumption On Premise. **Los Nopales, LLC d/b/a El Patio Mexican Grill (5412 University Parkway)**

**#031 Stamey** Ordinance Amending Ordinance No. 64 Of 2001 By Changing Zoning Classification Of Property Described As Follows:

Lot 86 Feet Front, East Side 2nd Street, North By Johnson, East By Bayou Amulet, South By Pace From R-1 Residence To R-2 Residence Multiple Family To Convert A Garage Into An Apartment. **Gary Griggs (335 Second Street)**

**#032 Payne** Ordinance Amending Ordinance No. 64 Of 2001 By Changing Zoning Classification Of Property Described As Follows:

Lot 60 Feet Front West Side 4<sup>th</sup> Street North And South By Brown Between Buard Street and Pavie Street (Being A Portion Of Lots 100 And 101 Of Fleury Plat) From R-2 Residence Multiple-Family To R-2 Special Exception To Operate Counseling/Administration Office. **Jennifer Johnson Karle (830 Fourth Street)**

7. **ORDINANCES – FINAL:**

**#028** Nielsen Ordinance Amending The 2014-2015 Budget To Reflect Additional Revenues and Expenditures

8. **RESOLUTIONS:**

**#042** Stamey Resolution Approving **Work Order Addendum No. Eight** To Open General Services Agreement No. Two, Between Airport Development Group, Inc. And The City Of Natchitoches For Construction Engineering Services For Rehabilitaton (Mill/Overlay) Of Runway 17/35 At The Natchitoches Regional Airport And Authorizing The Mayor Of The City Of Natchitoches, Lee Posey, To Execute Said Work Order Addendum No. Eight (State Project H.011301)

**#043** Payne Resolution Authorizing The Mayor To Advertise For Bids For Schedule I, Construction Of New Fuel Farm and Schedule II Removal of Underground Storage Tanks At The Natchitoches Regional Airport (LA DOTD Project No. H.011252) (Bid No. 0569)

**#044** Nielsen Resolution Approving The Advertisement For Schedule I, Mill And Overlay Runway 17/35 At The Natchitoches Regional Airport, City Of Natchitoches LA DOTD Project No. H.011301 (Bid No. 0567)

**#045** Morrow Resolution Authorizing The Mayor To Execute A Certificate Of **Substantial Completion** To The Contract Between The City Of Natchitoches And Rhodes Properties And Development For The Texas And Pacific Railway Depot – Building Repair Project (Bid No. 0552)

**#046** Stamey Resolution Authorizing The Mayor To Execute **Change Order No. 1** To The Contract Between The City Of Natchitoches And Regional Construction, LLC, For the Texas And Pacific Railway Depot – Drainage And Paving Project (Bid No. 0550)

9. **REPORTS:** Pat Jones - Financial Report

10. **ANNOUNCEMENTS:** The next scheduled City Council meeting will be June 8, 2015

11. **ADJOURNMENT:**

**NOTICE TO THE PUBLIC**

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the City Clerk's Office at (318) 352-2772 describing the assistance that is necessary. If you wish to address the Council, please complete the "Request to Address City Council" form located on the entrance table.

**PROCEEDINGS OF THE CITY COUNCIL  
OF THE CITY OF NATCHITOCHES, STATE OF LOUISIANA,  
REGULAR MEETING HELD ON  
TUESDAY, MAY 26, 2015 AT 5:30 P.M.**

The City Council of the City of Natchitoches met in legal and regular session at the Natchitoches Arts Center, 716 Second Street, Natchitoches, Louisiana on Tuesday, May 26, 2015 at 5:30 p.m.

There were present:

Mayor Lee Posey  
Councilman David Stamey  
Councilman Dale Nielsen  
Councilwoman Sylvia Morrow  
Councilman Larry Payne

Guests: None

Absent: Councilman At Large Don Mims, Jr.

Mayor Lee Posey called the meeting to order and welcomed everyone for coming. Michael Braxton was asked to lead the invocation and Councilman Nielsen was asked to lead the pledge of allegiance.

Mayor Posey then called for the reading and approval of the minutes for the May 11, 2015 meeting. Mr. Nielsen moved that we dispense with the reading of the minutes and approval of same. Seconded by Mr. Stamey. The roll call vote was as follows:

<b>Ayes:</b>	<b>Payne, Nielsen, Stamey, Morrow</b>
<b>Nays:</b>	<b>None</b>
<b>Absent:</b>	<b>Mims</b>
<b>Abstain:</b>	<b>None</b>

The following Ordinance was Introduced by Mr. Nielsen and Seconded by Mr. Stamey as follows, to-wit:

**ORDINANCE NO. 018 OF 2015**

**AN ORDINANCE DECLARING CERTAIN BUILDINGS UNSAFE AND RECOMMENDING THAT SAME BE DEMOLISHED OR PUT INTO REPAIR TO COMPLY WITH THE BUILDING CODE, AUTHORIZING NOTICE TO BE SERVED, FIXING HEARING DATE AND APPOINTING CURATOR TO REPRESENT ABSENTEES**

**WHEREAS**, the City Building Inspector and the Director of Planning & Zoning have filed written reports with the City Council declaring that the buildings listed below are in a dangerous and unsanitary condition which makes them unsafe and endangering the public welfare, and recommending that said buildings be demolished or put in repair to comply with the Building Code, to-wit:

1. Terry Bobb  
312 Second St. Apt 32  
Natchitoches, LA 71457

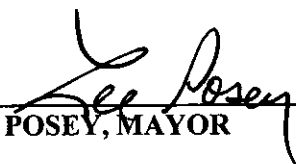
S 1/2 of Lot S Side Amulet St., E By Knotts, S By Blount St., W By Bobb; Lot S Side Amulet St., E By Bobb & Knotts, S By Blount St., W By Bloodworth & Theus (522 Blount St.)

**THIS ORDINANCE** was introduced on April 13, 2015 and published in the *Natchitoches Times* on April 18, 2015.

The above Ordinance having been duly advertised in accordance with law and public hearing had on same, was put to a vote by the Mayor and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Nielsen, Stamey, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Mims</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Ordinance passed by a vote of 4 Ayes to 0 Nays this 26<sup>th</sup> day of May, 2015.

  
LEE POSEY, MAYOR

  
DON MIMS, MAYOR PRO TEMPORE

Delivered to the Mayor on the 27<sup>th</sup> day of May, 2015 at 10:00 A.M.

The following Ordinance was introduced by Ms. Morrow at the Natchitoches City Council meeting held on May 26, 2015 as follows:

**ORDINANCE NO. 030 OF 2015**

**AN ORDINANCE AMENDING ORDINANCE NO. 64 OF 2001 BY CHANGING ZONING CLASSIFICATION OF PROPERTY DESCRIBED AS FOLLOWS:**

**LOT CONTAINING 0.233 ACRES BEING A PORTION OF AN 8.75 ACRE TRACT LOCATED IN WESTWOOD COMMERCIAL LOTS IN SECTION 40, TOWNSHIP 9 NORTH- RANGE 8 WEST, SHOWN ON A SURVEY RECORDED AT MAP SLIDE 643-B FROM B-3 COMMERCIAL TO ADDITIONAL B-A ZONING TO SELL BEVERAGES OF HIGH AND LOW ALCOHOLIC CONTENT FOR CONSUMPTION ON PREMISE.**

**(5412 University Parkway)**

**WHEREAS, the Planning Commission of the City of Natchitoches, State of Louisiana, has recommended at their meeting of May 13, 2015 that the application of Los Nopales, LLC d/b/a El Patio Mexican Grill to rezone the property described above from B-3 Commercial to additional B-A zoning to sell beverages of high and low alcoholic content for consumption on premise (5412 University Parkway), be APPROVED.**

The following Ordinance was introduced by Mr. Stamey at the Natchitoches City Council meeting held on May 26, 2015 as follows:

**ORDINANCE NO. 031 OF 2015**

**AN ORDINANCE AMENDING ORDINANCE NO. 64 OF 2001 BY CHANGING ZONING CLASSIFICATION OF PROPERTY DESCRIBED AS FOLLOWS:**

**LOT 86 FEET FRONT, EAST SIDE 2ND STREET, NORTH BY JOHNSON, EAST BY BAYOU AMULET, SOUTH BY PACE FROM R-1 RESIDENCE TO R-2 RESIDENCE MULTIPLE FAMILY TO CONVERT A GARAGE INTO AN APARTMENT.**

**(335 Second Street)**

**WHEREAS**, the Planning Commission of the City of Natchitoches, State of Louisiana, has recommended at their meeting of **May 13, 2015** that the application of **Gary Griggs** to rezone the property described above from R-1 Residence to R-2 Residence Multiple Family to convert a garage into an apartment (335 Second Street), be **APPROVED**.

Mr. Nielsen asked Mrs. Fowler is this part of the City that was down zoned. She stated this was in fact part of the down zoning from 2005. Mr. Nick Governale was the previous owner who agreed to the down zoning. The present owners have expressed a desire to convert the garage to a single family dwelling due to a family hardship matter. We still have several properties that are R-2 and opted out of the down zoning so it was a detailed discussion on the conversion. They will be subject to the installation of another electric and water meter.

The following Ordinance was introduced by Mr. Payne at the Natchitoches City Council meeting held on May 26, 2015 as follows:

**ORDINANCE NO. 032 OF 2015**

**AN ORDINANCE AMENDING ORDINANCE NO. 64 OF 2001 BY CHANGING ZONING CLASSIFICATION OF PROPERTY DESCRIBED AS FOLLOWS:**

**LOT 60 FEET FRONT WEST SIDE 4TH STREET NORTH AND SOUTH BY BROWN BETWEEN BUARD STREET AND PAVIE STREET (BEING A PORTION OF LOTS 100 AND 101 OF FLEURY PLAT) FROM R-2 RESIDENCE MULTIPLE-FAMILY TO R-2 SPECIAL EXCEPTION TO OPERATE COUNSELING/ADMINISTRATION OFFICE.**

**(830 Fourth St.)**

**WHEREAS**, the Planning Commission of the City of Natchitoches, State of Louisiana, has recommended at their meeting of **May 13, 2015** that the application of **Jennifer Johnson Karle** to rezone the property described above from R-2 Residence Multiple-Family to R-2 Special Exception to operate counseling/administration office (830 Fourth Street), be **APPROVED**.



Mrs. Fowler stated this location was the DOVES location used for housing for battered women. Mrs. Karle has acquired the property and is interested in a limited counseling office. The commission down-graded to a special exception so that if the use ceases the zoning reverts back to R-1.

The following Ordinance was introduced by Mr. Nielsen and Seconded by Mr. Stamey as follows, to-wit

**ORDINANCE NO. 028 OF 2015**

**AN ORDINANCE AMENDING THE 2014-2015 BUDGET TO REFLECT ADDITIONAL REVENUES AND EXPENDITURES**

**WHEREAS**, Louisiana Statute (R.S. 39: 1310-1311) requires that the City amend its operating budgets when fund balance is being budgeted, and there is a 5% unfavorable variance in revenues or expenditures.

**NOW, THEREFORE BE IT RESOLVED**, that the budget be amended to reflect these additional revenues and expenditures as follows:

	2014-15 Original Budget	Increase/ Decrease	2014-15 Amended Budget
<b><u>Fund 002: Utility Fund</u></b>			
002-6600-660-45-73 Transfer Out/Utility Improvement/CLECO	575,000	1,512,958	2,087,958
<b><u>Fund 025: Drug Recovery</u></b>			
025-0000-481-0000 Miscellaneous Income	44,300	(15,000)	29,300
025-0000-591-2603 Repairs & Maint/ Buildings & Grounds	5,500	(4,500)	1,000
025-0000-591-9002 Capital Assets/Machinery & Equip	10,500	(10,500)	-
<b><u>Fund 026: LAC/Traffic Enforcement Program</u></b>			
026-0000-446-1000 Traffic Tickets	55,000	(20,000)	35,000
026-0000-591-1050 Overtime	27,500	(15,000)	12,500
026-0000-591-3555 District Atty/City Court	27,500	(5,000)	22,500
<b><u>Fund 027: Prisoner Bond Release</u></b>			
027-0000-446-02-00 Bond Fee	20,000	17,000	37,000
027-0000-591-40-02 Travel/Per Diem/Hotel	14,000	16,000	30,000
<b><u>Fund 054: Cane Rive Green Market</u></b>			
054-0000-591-3534 Bank Charges	200	300	500
054-0000-591-3535 Advertising	5,500	1,000	6,500
<b><u>Fund 061: Airport Operations</u></b>			
061-0000-470-01-01 100 LL	117,000	28,000	145,000
061-0000-470-01-02 Jet A	300,000	20,000	320,000
061-0000-591-31-01 100 LL	100,000	28,000	128,000
061-0000-591-31-02 Jet A	220,000	20,000	240,000
<b><u>Fund 062: Animal Shelter</u></b>			
062-0000-443-0000 Animal Shelter Fees	5,000	(2,000)	3,000
062-0000-591-3013 Materials and Supplies/ Bldg & Grounds	1,500	(1,000)	500
062-0000-591-3016 Tools and Equipment	1,500	(1,000)	500
<b><u>Fund 073: Utility Improvement/CLECO</u></b>			
073-0000-491-02-00 Transfer In/Utility Fund	-	2,087,958	2,087,958

Fund 074: Capital Projects/Sales Tax

074-0000-591-91-65 Back Flow Prevention Project	-	95,000	95,000
074-0000-591-91-66 Natchitoches Hotel UT Improvement	-	150,000	150,000

Fund 087: Miss Merry Christmas

087-0000-491-59-00 Transfer In/General Fund	4,500	1,500	6,000
087-0000-591-35-16 Promotional/ Improvement	4,150	1,500	5,650

Fund 091: Economic Development Districts

091-0000-410-0100 Hotel Occupancy	150,000	10,000	160,000
091-0000-591-9051 Capital Improvements/Building & Grounds	150,000	10,000	160,000

Fund 114: Downtown Parking

114-0000-491-71-00 Transfer In/Capital Improvement/Special	250,000	(250,000)	-
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Fund 122: LCDBG

122-0000-491-74-00 Transfer In/Capital Projects/Sales Tax	-	136,820	136,820
122-0000-591-90-52 Improvements/Water System	-	136,820	136,820

Fund 125: Breda Town Park

125-0000-491-71-00 Transfer In/Capital Improvement/Special	-	95,000	95,000
125-0000-591-20-03 Engineering Services	-	6,000	6,000
125-0000-591-20-13 Construction	49,000	138,000	89,000

Fund 135: Texas & Pacific Railway Depot

135-0000-431-09-00 Local Grant	-	50,000	50,000
135-0000-591-20-13 Construction	198,000	50,000	248,000

Fund 136: East Natchitoches Bypass Project

136-0000-432-09-00 State Grant	5,640,000	(5,640,000)	-
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Fund 137: LGAP

137-0000-432-09-00 State Grant	50,000	(25,000)	25,000
137-0000-591-30-25 Machinery & Equipment	25,000	(25,000)	-

Fund 138: South Natchitoches Drainage Improvements

138-0000-432-09-00 State Grant	1,050,000	(1,050,000)	-
138-0000-491-71-00 Transfer In/Capital Improvements/Special	350,000	(350,000)	-

Fund 140: Airport Maintenance Projects

140-0000-432-04-00 State Grant	500,000	300,000	800,000
140-0000-433-03-00 Federal Grant	12,615	200,000	187,385
140-0000-591-26-03 Repairs/Buildings and Grounds	500,000	500,000	1,000,000

Fund 143: Community Water Enrichment

143-0000-432-09-00 State Grant	-	38,000	38,000
143-0000-591-74-00 Transfer In/Capital Projects/Sales Tax	-	4,000	4,000
143-0000-591-20-13 Construction	-	42,000	42,000

Fund 145: DOTD - HWY 1 South

145-0000-491-71-00 Transfer In/Capital Improvements/Special	-	40,000	40,000
145-0000-491-74-00 Transfer In/Capital Projects/Sales Tax	-	1,020,000	1,020,000
145-0000-591-20-03 Engineering Services	-	100,000	100,000
145-0000-591-20-13 Construction	-	920,000	920,000
145-0000-591-45-14 Transfer Out/Grant Match	-	40,000	40,000

Fund 213: BJA Byrne JAG/Tech Upgrades

213-0000-433-09-00 Federal Grant	-	13,336	13,336
213-0000-591-30-25 Machinery & Equipment/Finance	-	13,336	13,336

Fund 311: Employee Health Insurance

311-0000-491-02-00 Transfer In/Utility Fund	50,000	50,000	100,000
311-0000-591-40-05 Administrative Fee	386,000	50,000	436,000

This Ordinance was introduced on May 11, 2015 and published in the Natchitoches Times on May 16, 2015

The above Ordinance having been advertised in accordance with law and public hearing had on same, was put to a vote by the Mayor and the vote was recorded as follows:

**AYES: Payne, Nielsen, Stamey**

**NAYES: Morrow**

**ABSENT: Mims**

**ABSTAIN: None**

Thereupon, Mayor Lee Posey declared the ordinance passed by a vote of 3 Ayes to 1 Nay this 26th day of May, 2015.

  
LEE POSEY, MAYOR

  
DON MIMS, MAYOR PRO TEMPORE

Delivered to the Mayor on the 27th day of May, 2015 at 10:00 A.M.

Ms. Morrow stated she had some concerns with this Ordinance. She stated she is concerned about the Miss Merry Christmas Fund. She has had an opportunity to attend the pageant, but thinks additional funds should be used in other places throughout the City. Across the City there are parks that do not have equipment or supplies for the activities being put on. I have been before the council for an after school program and it has not been funded at this time. She stated she feels the City should be fair in their spending of funds.

The following Resolution was introduced by Mr. Stamey and Seconded by Mr. Nielsen as follows, to -wit:

**RESOLUTION NO. 042 OF 2015**

**A RESOLUTION APPROVING WORK ORDER ADDENDUM NO. EIGHT TO OPEN GENERAL SERVICES AGREEMENT NO. TWO, BETWEEN AIRPORT DEVELOPMENT GROUP, INC. AND THE CITY OF NATCHITOCHES FOR CONSTRUCTION ENGINEERING SERVICES FOR REHABILITATION (MILL/OVERLAY) OF RUNWAY 17/35 AT THE NATCHITOCHES REGIONAL AIRPORT AND AUTHORIZING THE MAYOR OF THE CITY OF NATCHITOCHES, LEE POSEY, TO EXECUTE SAID WORK ORDER ADDENDUM NO. EIGHT  
(STATE PROJECT H.011301)**

**WHEREAS**, the City Council of the City of Natchitoches, Louisiana, (sometimes hereinafter "City"), authorized the Mayor of the City of Natchitoches, Louisiana to execute a General Services Agreement with Airport Development Group, Inc. (Sometimes hereinafter referred to as "ADG"), for professional services associated with the Natchitoches Regional Airport by Resolution Number 12 of 2010; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches, Louisiana, authorized the Mayor of the City of Natchitoches, Louisiana to execute a Work Order Addendum No. Eight to the Open General Services Agreement No. Two with Airport Development Group, Inc., for Construction Engineering Services for Rehabilitation (Mill/Overlay) of Runway 17/35 the Natchitoches Regional Airport; and

**WHEREAS FURTHER**, the work described in the Work Order Addendum No. Eight to the Open General Service Agreement will enhance the Natchitoches Regional Airport; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches has reviewed Work Order Addendum No. Eight, which is attached hereto, and has approved its form and does desire to enter into the Work Order Addendum No. Eight with ADG; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches is of the opinion that it is in the interest of the City to enter into the Work Order Addendum No. Eight; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches, authorizes the Mayor of the City of Natchitoches, Lee Posey, to execute the attached Work Order Addendum No. Eight; and


**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Natchitoches, in legal session convened, that Mayor Lee Posey, be and is hereby authorized, directed and empowered to enter into and execute the attached Work Order Addendum No. Eight with ADG, as more fully described on the attached Work Order Addendum No. Eight.

**BE IT FURTHER RESOLVED** that the Mayor, or his assignee, be and he is hereby authorized to do all things necessary and proper in connection herewith.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Nielsen, Stamey, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Mims</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 4 Ayes to  
0 Nays on this 26<sup>th</sup> day of May, 2015.

  
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**LEE POSEY, MAYOR**

**WORK ORDER ADDENDUM NO. EIGHT**  
**TO**  
**OPEN GENERAL SERVICES AGREEMENT NO. TWO**  
**BETWEEN SPONSOR AND ENGINEER FOR PROFESSIONAL SERVICES**

**THIS IS A WORK ORDER ADDENDUM** made by and between the **CITY OF NATCHITOCHES (SPONSOR)**, P.O. Box 37, Natchitoches, Louisiana, 71458-0037, and **AIRPORT DEVELOPMENT GROUP, INC. (CONSULTANT or ENGINEER)**, 3900 Lakeland Drive, Suite 501 C, Jackson, MS 39232 and 1776 S. Jackson Street, Suite 950, Denver, CO 80210.

For this **WORK ORDER ADDENDUM**, **AIRPORT DEVELOPMENT GROUP, INC.**, will be using the services of **NOWLIN & ASSOCIATES, INC.**, 740 Front Street, Natchitoches, Louisiana 71457 for land surveying, resident inspection and other construction administration services.

WITNESSETH:

WHEREAS, **SPONSOR** and **ENGINEER** have heretofore entered into an open general services agreement between themselves for professional services, and

WHEREAS, parties hereto do now desire to add work by amending certain provisions of said agreement dated the 28<sup>th</sup> day of May, 2013, between themselves, and to reduce said amendment to writing;

NOW, THEREFORE, in consideration of the original agreement between the parties, the premises hereto, the mutual covenants, promises, doings and things hereinafter set forth, the parties hereto do now agree as follows:

This work order addendum also establishes the scope and payment for the following Special Services for the:

1. Construction Management, Inspection, Testing and Survey for construction project of approximately \$1,662K of airport improvements:

**1. Construction Engineering Services for Rehabilitation (Mill/Overlay) of Runway 17/35.**

Add the following to Section 2 of the Open General Services Agreement No. One solely for Special Services for this work item:

**SECTION 2 - SPECIAL SERVICES OF ENGINEER**

**2.1 Construction Phase**

During the construction phase **ENGINEER** shall:

2.1.1. Provide part-time resident engineering supervision of the construction work with sufficient qualified inspectors who shall be present periodically during construction operations to assure that construction is



accomplished in accordance with the drawings and specifications. **ENGINEER** shall issue such instructions to the contractor's construction superintendent as are necessary to protect the **SPONSOR's** interest to the same extent as would the **SPONSOR** himself if he were present and equipped with the requisite knowledge, skill competence, expertise, and engineering judgment.

2.1.2. **ENGINEER** shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s). **ENGINEER's** efforts will be directed toward providing a greater degree of confidence for **SPONSOR** that the completed work of Contractor(s) is in accordance with the contract documents. **ENGINEER** shall keep **SPONSOR** informed of the progress of the work and shall endeavor to guard **SPONSOR** against defects and deficiencies in such work. **ENGINEER** may disapprove or reject work failing to conform to the contract documents.

2.1.3. Review and approve (or take other appropriate action in respect of) shop drawings and samples, the results of tests and inspections and other data which each Contractor is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the contract documents (but such review and approval or other action shall not extend to means, methods, sequences, techniques or procedures of construction or to safety precautions and programs incident thereto); determine the acceptability of substitute materials and equipment proposed by Contractor(s); and receive and review (for general content) maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection which are to be assembled by Contractor(s) in accordance with the contract documents.

The **ENGINEER** shall review Contractor's weekly payrolls and prepare and maintain necessary records of construction progress.

2.1.4. The **ENGINEER** shall require the Contractor to take acceptance tests as necessary to meet the requirements of the FAA and LA DOTD, in the field and the laboratory, as required, in proper time and in sufficient number to assure construction in accordance with the plans and specifications. Copies of all test reports will be furnished to the **SPONSOR** and the LA DOTD.

2.1.5. Issue all instructions of **SPONSOR** to Contractor(s); issue necessary interpretations and clarifications of the contract documents and in connection therewith prepare change orders or supplemental agreements as required. After acceptance of any modifications, copies of the change order or supplemental agreement will be submitted to the **SPONSOR** and the LA DOTD for approval and signature before proceeding with the work. **ENGINEER** shall have authority, as **SPONSOR's** representative, to require special inspection or testing of the work; act as initial interpreter of the requirements of the contract documents and judge of the acceptability of the work there-under and shall make recommendations on all claims of **SPONSOR** and Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the contract documents pertaining to the execution and progress of the work; but **ENGINEER** shall not be liable for the results of any such interpretations or recommendations rendered by him in good faith and in conformance with good engineering practices. **SPONSOR** shall make decisions based on information and recommendations of the **ENGINEER**.

2.1.6. The **ENGINEER** will furnish the **SPONSOR** and the LA DOTD a weekly construction progress and inspection report.

2.1.7. Based on **ENGINEER's** on-site observations as an experienced and qualified design professional, the **ENGINEER** shall prepare and review periodic pay estimates for payment and the accompanying data and schedules, determine the amounts owing to Contractor(s) and recommend in writing, payments to Contractor(s) in such amounts: such recommendations of payment will constitute a representation to **SPONSOR**, based on such observation and review, that the work has progressed to the point indicated, that, to the best of **ENGINEER's** knowledge, information and belief; such work is in accordance with the contract documents (subject to an evaluation of such work as a functioning project upon substantial completion, to the results of any subsequent tests called for in the contract documents, and to any qualifications stated in his recommendation), and that payment of the amount

recommended is due Contractor(s); but by recommending any payment ENGINEER will not thereby be deemed to have represented that continuous or exhaustive examinations have been made by ENGINEER to check the acceptability or quantity of the work or to review the means, methods, sequences, techniques or procedures of construction or safety precautions or programs incident thereto or that ENGINEER has made an examination to ascertain how or to what purposes any Contractor has used the monies paid on account of the contract price, or that title to any of the work, materials or equipment has passed to SPONSOR free and clear of any lien, claims, security interests or encumbrances, or that Contractor(s) have completed their work in accordance with the contract documents. Periodic pay estimates shall be submitted regularly to LA DOTD for their respective participation payments. The ENGINEER will assist in preparation of LA DOTD payment requests.

2.1.8. Monitor compliance with the applicable federal regulations governing grant procurement, including those dealing with pollution, fair labor standards, equal employment opportunity and minority business hiring.

2.1.9. When the project has been completed and is ready for final acceptance, the ENGINEER shall arrange for a final inspection of the finished work by the LA DOTD, the SPONSOR, the Contractor and the ENGINEER to determine if the project has been completed in accordance with the contract documents and if each Contractor has fulfilled all of his obligations thereunder so that ENGINEER may recommend, in writing, final payment to each Contractor and may give written notice to SPONSOR and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but any such recommendation and notice shall be subject to the limitations expressed in paragraph 2.1.7.

2.1.10. ENGINEER shall not be responsible for the acts or omissions of any Contractor, or subcontractor, or any of the Contractor(s)' or subcontractors' agents or employees and/or any other persons (except ENGINEER's own employees and/or agents) at the site or otherwise performing any of the Contractor(s)' work; however, nothing contained in paragraphs 2.1.1. through 2.1.10, inclusive, shall be construed to release ENGINEER from liability for failure to properly perform duties undertaken by him in the contract documents.

2.1.11. Upon acceptance of the project, the ENGINEER shall prepare the record drawings including an as-built airport layout plan and final construction report and shall provide the SPONSOR with one set of reproducible record drawings together with one copy of the drawings for the FAA.

Special Services are not included in this contract. Special Services will be contracted for prior to construction.

ENGINEER shall perform Basic and Special Services toward the complete design, bidding and construction of item No. One: Rehabilitate (Mill/Overlay) Runway 17/35. Payment shall be made per the following paragraphs to be added to Open General Services Agreement No. One solely for this work item:

5.1.1. For Basic Services.

5.1.1.1. Amount of payment for Item 1:

Bidding	- a lump sum fee of \$ 6,500.
---------	-------------------------------

5.1.2. For Special Services. SPONSOR shall pay ENGINEER for basic services rendered under Section 1 as follows:

5.1.2.1. Amount of payment for Item 1:

Construction Management	- a not-to-exceed fee of \$ 20,000.
Sub-Consultant Inspection	- a not-to-exceed fee of \$ 27,500.
Testing	- a not-to-exceed fee of \$ 17,500.
Survey	- a not-to-exceed fee of \$ 2,000.
Fixed Fee	- a lump sum fee of \$ 7,050.

The following Resolution was introduced by Mr. Nielsen and Seconded by Mr. Payne as follows, to -wit:

**RESOLUTION NO. 043 OF 2015**

**A RESOLUTION AUTHORIZING THE MAYOR TO ADVERTISE  
FOR BIDS FOR SCHEDULE I, CONSTRUCTION OF NEW FUEL FARM AND  
SCHEDULE II REMOVAL OF UNDERGROUND STORAGE TANKS AT THE  
NATCHITOCHES REGIONAL AIRPORT  
LA DOTD PROJECT NO. H.011252**

**(BID NO. 0569)**

**WHEREAS**, the City Council wishes to advertise for Public Bids for Schedule I Construction of New Fuel Farm. Schedule II Removal of Underground Storage Tanks at the Natchitoches Regional Airport (Bid No. 0569); and

**WHEREAS**, the upgrades and installations per Schedule I and II will enhance the Natchitoches Regional Airport; and

**WHEREAS**, sealed bid proposals will be received until 2:00 P.M. June 25, 2015, and then publicly opened and read at the City of Natchitoches Purchasing Department, 1400 Sabine Street, Natchitoches, Louisiana 71457 for furnishing all labor, materials and equipment and performing all work necessary to Schedule I and Schedule II; and

**WHEREAS**, upon receipt of proposals, the committee members consisting of Pat Jones, Director of Finance; Edd Lee, Director of Purchasing; Sylvia Morrow, Councilwoman; Larry Cooper, Airport Manager; are to review and make a recommendation of the bids received.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Honorable Lee Posey, Mayor, be and is hereby authorized, empowered and directed to order the publication of the above bid.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Nielsen, Stamey, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Mims</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 4 Ayes to 0 Nays on this 26<sup>th</sup> day of May, 2015.

  
\_\_\_\_\_  
LEE POSEY, MAYOR

## **NOTICE TO BIDDERS**

City of Natchitoches, Louisiana

Natchitoches Regional Airport

LADOTD Project No. H.011252

City of Natchitoches Bid No. 0569

Sealed bids subject to the conditions and provisions presented herein will be received until 2:00 pm local time, June 25, 2015, and then publicly opened and read at City of Natchitoches, 1400 Sabine Street, Natchitoches, Louisiana 71457 for furnishing all labor, materials and equipment and performing all work necessary to

### **Schedule I**

Construction of New Fuel Farm

### **Schedule II**

Removal of Underground Storage Tanks

Electronic bids can be submitted through [www.bidexpress.com](http://www.bidexpress.com)

Copies of the bid documents including project drawings and technical specifications are on file and may be inspected at:

Airport Development Group, Inc., 3900 Lakeland Drive, Suite 501C, Jackson, Mississippi 39232

City of Natchitoches, 1400 Sabine Street, Natchitoches, Louisiana 71457

A complete set of bid documents may be obtained from the the offices of Airport Development Group, Inc. for a nonrefundable fee of \$50.00 (paper) or \$15.00 (CD). Electronic copies of the bid documents may be obtained at no charge upon request to [mcorkern@ADGairports.com](mailto:mcorkern@ADGairports.com).

A non-mandatory prebid conference for this project will be held at 1:30 pm June 16, 2015 at the Natchitoches Regional Airport.

### **Contract Time**

The owner has established a contract performance time of 20 weeks from the date of the Notice-to-Proceed. All project work shall be substantially completed within the stated timeframe. This project is subject to liquidated damages as prescribed within the project manual.

### **Bid Security**

Each proposal must be accompanied by a bid guaranty in the amount of five (5) percent of the total amount of the bid. The bid guaranty may be by certified check or bid bond made payable to City of Natchitoches.

### **Bonding Requirements**

The successful bidder will be required to furnish separate performance and payment bonds each in the amount equal to 100% of the contract price at the time of contract execution.

### **Award of Contract**

All proposals submitted in accordance with the instructions presented herein will be subject to evaluation. Bids may be held by the {Insert Name of Sponsor} for a period not to exceed {insert days} from the date of the bid opening for the purpose of conducting the bid evaluation.

Award of contract will be based on the lowest aggregate sum proposal submitted from those bidders that are confirmed as being responsive and responsible. The right is reserved, as the City of Natchitoches may require, to reject any and all bids and to waive any informality in the bids received.

### **Additional Provisions**

Modification to the project documents may only be made by written addendum by the Owner or Owner's authorized Representative.

The proposal must be made on the forms provided within the bound project manual. Bidders must supply all required information prior to the time of bid opening.

**Submittal of Proposals**

Additional information and instruction for submittal of a proposal are provided within the Instructions-to-Bidders. Envelopes containing bids must be sealed and addressed to:

Edd Lee, Director of Purchasing

City of Natchitoches

1400 Sabine Street

Natchitoches, LA 71457

The upper left hand corner of the sealed envelope must identify the following information:

**CONTRACT PROPOSAL**

Bid of (Name of Contractor)

for construction improvements at Natchitoches Regional Airport, Natchitoches, Louisiana,  
LADOTD Project Nos. H.011252

City of Natchitoches Bid No. 0569

To be opened at 2:00 pm, local time, June 25, 2015

Louisiana Certificate of Responsibility \_\_\_\_\_.

The following Resolution was introduced by Mr. Nielsen and Seconded by Mr. Payne as follows, to – wit:

**RESOLUTION NUMBER 044 OF 2015**

**A RESOLUTION APPROVING THE ADVERTISEMENT  
FOR SCHEDULE I, MILL AND OVERLAY RUNWAY 17/35  
AT THE NATCHITOCHES REGIONAL AIRPORT,  
CITY OF NATCHITOCHES  
LA DOTD PROJECT NO. H.011301  
BID NO. 0567**

**WHEREAS**, the City Council of the City of Natchitoches, Louisiana, (sometimes hereinafter “City”), authorized the Mayor of the City of Natchitoches, Louisiana to advertise for construction for the Natchitoches Regional Airport; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches, Louisiana, authorized the Mayor of the City of Natchitoches, Louisiana to advertise for construction bids once the Federal Aviation Administration has approved the plans and LA DOTD request that the project be advertised; and

**WHEREAS FURTHER**, the work described in the Contract Documents will enhance the Natchitoches Regional Airport; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches has reviewed the Contract Documents, which is attached hereto, and has approved it for and does desire to advertise for construction bids; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches is of the opinion that it is the best interest of the City to advertise for construction bids; and

**WHEREAS FURTHER**, the City Council of the City of Natchitoches, authorizes the Mayor of the City of Natchitoches, Lee Posey, to advertise for construction bids; and

**WHEREAS FURTHER**, upon receipt of proposals, the committee members consisting of Pat Jones, Director of Finance; Edd Lee, Director of Purchasing; Don Mims, Councilman At Large; Larry Cooper, Airport Manager, are to review and make a recommendation of the bids received.


**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Natchitoches, in legal session convened, that Mayor Lee Posey, be and is hereby authorized, directed and empowered to advertise for construction bids to be opened at the City of Natchitoches Purchasing Department located at 1400 Sabine St., Natchitoches, LA, at a date to be determined pending the approval from the Federal Aviation Administration.

**BE IT FURTHER RESOLVED** that the Mayor, or his assignee, be and he is hereby authorized to do all things necessary and proper in connection herewith.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Nielsen, Stamey, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Mims</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 4 Ayes to 0 Nays on this 26<sup>th</sup> day of May, 2015.

  
\_\_\_\_\_  
**LEE POSEY, MAYOR**

## NOTICE TO BIDDERS

Natchitoches, Louisiana  
Natchitoches Regional Airport  
AIP Project No. 3-22-0034-019-2014  
LA DOTD Project No. H.011301  
City of Natchitoches Bid No. 0567

Sealed bids subject to the conditions and provisions presented herein will be received until 2:00 pm local time, [REDACTED], and then publicly opened and read at City of Natchitoches, 1400 Sabine Street, Natchitoches, Louisiana 71457 for furnishing all labor, materials and equipment and performing all work necessary to

Schedule I  
Mill and Overlay Runway 17/35

Electronic bids can be submitted through [www.bidexpress.com](http://www.bidexpress.com).

Copies of the bid documents including project drawings and technical specifications are on file and may be inspected at:

Airport Development Group, Inc.; 3900 Lakeland Drive, Suite 501C; Jackson, MS 39232

City of Natchitoches, 1400 Sabine Street, Natchitoches, LA 71457

A complete set of bid documents may be obtained from the office of Airport Development Group, Inc.; 3900 Lakeland Drive, Suite 501C; Jackson, MS 39232 for a fee of \$100.00 which is refundable per Louisiana Public Bid Law.

A non-mandatory prebid conference for this project will be held at [REDACTED] at the Terminal Building, Natchitoches Regional Airport, 450 Wallenburg Lane, Natchitoches, LA 71457.

**Contract Work Items:** Includes, but not limited to the following—All Schedules: Asphalt milling/removal, crack sealing, base repair, asphalt pavement.

### **Contract Time**

The owner has established a contract performance time of 45 working days for Schedule from the date of the Notice-to-Proceed. All project work shall be substantially completed within the stated timeframe. This project is subject to liquidated damages as prescribed within the project manual.

### **Bid Security**

Each proposal must be accompanied by a bid guaranty in the amount of five (5) percent of the total amount of the bid. The bid guaranty may be by certified check or bid bond made payable to City of Natchitoches.

### **Bonding Requirements**

The successful bidder will be required to furnish separate performance and payment bonds each in the amount equal to 100% of the contract price at the time of contract execution.

### **Award of Contract**

All proposals submitted in accordance with the instructions presented herein may be held by the City of Natchitoches for a period not to exceed 45 days from the date of the bid opening. The owner shall then award said contract to the lowest responsible bidder or reject all bids.

Award of contract will be based on the sum of the base bid and any alternates accepted, submitted from those bidders that are confirmed as being responsive and responsible. The right is reserved, as City of Natchitoches may require, award contract to the lowest responsible bidder or reject all bids.

Award of contract is contingent upon the owner receiving sufficient Federal funding assistance under the Airport Improvement Program.

**State Provisions**

All procedures shall meet the statutes stipulated in the Public Bid Law, Chapter 10 of Title 38 of the Louisiana Revised Statutes as amended through 2008 regular session, October 2008, inclusively.

**Federal Provisions**

This project is subject to the following Federal provisions, statutes and regulations;

Equal Employment Opportunity - Executive Order 11246 and 41 CFR Part 60:  
Goals for Minority and Female Participation - Executive Order 11246 and 41 CFR Part 60:  
Certification of Nonsegregated Facilities - 41 CFR Part 60:  
Disadvantaged Business Enterprise - 49 CFR Part 26:  
Davis-Bacon Act, as amended - 29 CFR Part 5:  
Debarment, Suspension, Ineligibility and Voluntary Exclusion - 49 CFR Part 29:  
Foreign Trade Restriction - 49 CFR Part 3  
Buy American Certificate - Aviation Safety and Capacity Act of 1990:

**Additional Provisions**

Modification to the project documents may only be made by written addendum by the Owner or Owner's authorized Representative.

The proposal must be made on the forms provided within the bound project manual. Bidders must supply all required information prior to the time of bid opening.

**Submittal of Proposals**

Additional information and instruction for submittal of a proposal are provided within the Instructions-to-Bidders. Envelopes containing bids must be sealed and addressed to:

Edd Lee, Director of Purchasing  
City of Natchitoches  
1400 Sabine Street  
Natchitoches, LA 71457

The upper left hand corner of the sealed envelope must identify the following information:

**CONTRACT PROPOSAL**

Bid of \_\_\_\_\_  
for construction improvements at Natchitoches Regional Airport  
AIP Project No. : 03-22-0034-019-2014  
LA DOTD Project No. H.011301  
City of Natchitoches Bid No. 0567  
Due By: XXXXXXXXXX  
Louisiana Certificate of Responsibility: \_\_\_\_\_



Fees will be renegotiated if total construction working days awarded are substantially different than 45. This grand total amount of \$54,050.00 shall not be exceeded without prior approval of the SPONSOR.

5.1.2.2. Times of Payments.

ENGINEER shall submit monthly statements for salaries and other expenses and for reimbursable expenses incurred. SPONSOR shall make prompt monthly payments in response to ENGINEER's monthly statements. The fixed fee shall be due and payable when the final invoice is submitted. The record drawings and final construction report shall be submitted to the SPONSOR and FAA not more than 120 calendar days from the final acceptance of all construction on the project.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**SPONSOR:**

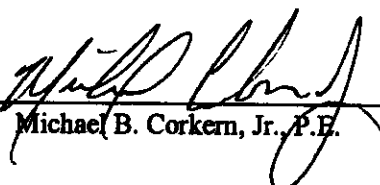
CITY OF NATCHITOCHES

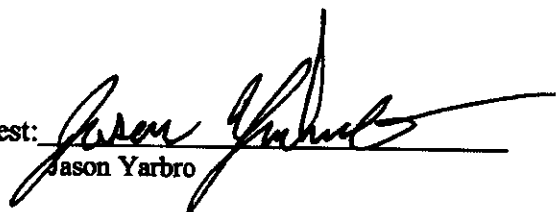
By \_\_\_\_\_  
Lee Posey, Mayor

Attest: \_\_\_\_\_

**CONSULTANT:**

AIRPORT DEVELOPMENT GROUP, INC.

By   
Michael B. Corkern, Jr., P.E.

Attest:   
Jason Yarbro

The following Resolution was introduced by Ms. Morrow and Seconded by Mr. Stamey as follows, to -wit:

**RESOLUTION NO. 045 OF 2015**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CERTIFICATE OF SUBSTANTIAL COMPLETION TO THE CONTRACT BETWEEN THE CITY OF NATCHITOCHES AND RHODES PROPERTIES AND DEVELOPMENT FOR THE TEXAS AND PACIFIC RAILWAY DEPOT – BUILDING REPAIR PROJECT**

**BID NO. 0552**

**WHEREAS**, the City of Natchitoches has contracted with Rhodes Properties and Development for construction of the Texas and Pacific Railway Depot – Building Repairs Project; and

**WHEREAS**, this work has been completed; and

**WHEREAS**, a substantial completion inspection has been performed by the Engineer and a representative of the Community Development Department for the City of Natchitoches, and they find the project to be complete.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Honorable Lee Posey, Mayor, be and is hereby authorized, empowered and directed to execute the referenced Certificate of Substantial Completion for Rhodes Properties and Development.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Nielsen, Stamey, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Mims</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 4 Ayes to 0 Nays on this 26<sup>th</sup> day of May, 2015.

  
\_\_\_\_\_  
**LEE POSEY, MAYOR**

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

OWNER: CITY OF NATCHITOCHES

CONTRACTOR: RHODES PROPERTIES AND DEVELOPMENT

CONTRACT DATE: NOVEMBER 26, 2014

CONTRACT FOR: CITY OF NATCHITOCHES

TEXAS AND PACIFIC RAILWAY DEPOT – BUILDING REPAIRS

**Definition of Substantial Completion**

The date of Substantial Completion of a Project or specified part of a Project is the date when the construction is sufficiently completed, in accordance with the Contract Documents, so that the Project or specified part of the Project can be utilized for the purpose for which it was intended. The issuance of this Certificate does not constitute a recommendation of project acceptance, as defined in R.S. 38:2241.1

TO: CITY OF NATCHITOCHES  
(Owner)

and TO: RHODES PROPERTIES AND DEVELOPMENT  
(Contractor)

Date of Substantial Completion: MAY 20, 2015

The Work performed under this contract has been inspected by authorized representatives of the Owner, Contractor and Engineer, and the Project (or specified part of the Project, as indicated above) is hereby declared to be substantially completed on the above date.

A tentative list of items to be completed or corrected is appended hereto. This list may not be exhaustive, and the failure to include an item on it does not alter the responsibility of the Contractor to complete all the Work in accordance with the contract documents. These items shall be completed by the Contractor within 30 days of Substantial Completion.

The responsibilities between the Owner and the Contractor for maintenance, heat, and utilities shall be as set forth below.

CITY OF NATCHITOCHES

Owner

  
Authorized Representative

CGS ENGINEERING, INC.

Engineer

  
Authorized Representative

The following Resolution was introduced by Mr. Stamey and Seconded by Mr. Payne as follows, to –wit:

**RESOLUTION NO. 046 OF 2015**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE CHANGE ORDER NO. 1 TO THE CONTRACT BETWEEN THE CITY OF NATCHITOCHES AND REGIONAL CONSTRUCTION, LLC, FOR THE TEXAS AND PACIFIC RAILWAY DEPOT – DRAINAGE AND PAVING PROJECT**

**(BID NO. 0550)**

**WHEREAS**, the City of Natchitoches (CITY) awarded the bid to Regional Construction, LLC., (CONTRACTOR) on October 13, 2014 by Ordinance No. 042 of 2014 in the amount of \$66,276.00 for the T & P Railway Depot – Drainage and Paving Project, (Bid No. 0550); and,

**WHEREAS**, on May 8, 2015, CONTRACTOR issued Change Order No. 1, fully described in Attachment “A”; and

**WHEREAS**, the contract sum will be decreased by this Change Order No. 1 in the amount of \$3,387.50 and the revised contract total will be \$62,888.50; and,

**WHEREAS**, the project engineer, Randal Smoak of Cothren, Graff, Smoak Engineers, has recommended this change order; and

**WHEREAS**, the CITY is of the opinion that Change Order No. 1 is in the best interest of the CITY.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Honorable Lee Posey, Mayor, be and is hereby authorized, empowered and directed to execute the referenced Change Order No. 1 to the agreement between the City of Natchitoches and the contractor, Regional Construction, Inc.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Nielsen, Stamey, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Mims</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 4 Ayes to 0 Nays on this 26<sup>th</sup> day of May, 2015.

  
\_\_\_\_\_  
**LEE POSEY, MAYOR**

Date of Issuance: May 8, 2015  
Owner: City of Natchitoches  
Contractor: Regional Construction, LLC  
Engineer: Cothren, Graff, Smoak Engineering, Inc.  
Project: T & P Railway Depot Drainage and Paving

Effective Date: May 8, 2015  
Owner's Contract No.:  
Contractor's Project No.:  
Engineer's Project No.: 14.038  
Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: As Built Quantities:

Bid Item #2 – Superpave (3" thick) (22.1 tons) (\$3,387.50)

Attachments: [List documents supporting change]

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ 66,276.00	Original Contract Times: 120 days Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____: \$ N/A	[Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____: Substantial Completion: N/A Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ 66,276.00	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: \$ (3,387.50)	[Increase] [Decrease] of this Change Order: Substantial Completion: N/A Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ 62,888.50	Contract Times with all approved Change Orders: Substantial Completion: 120 Ready for Final Payment: _____ days or dates

RECOMMENDED: Cothren, Graff, Smoak Eng.

By: [Signature]  
Engineer (if required)

Title: Engineer

Date: 5.8.15

ACCEPTED: City of Natchitoches

By: [Signature]  
Owner (Authorized Signature)

Title: Mayor

Date: 6-3-15

ACCEPTED: Regional Construction, LLC

By: [Signature]  
Contractor (Authorized Signature)

Title: Owner

Date: 6/9/15

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

CITY OF NATCHITOCHES  
GENERAL FUND BUDGET REPORT  
AS OF APRIL 2015

	CURRENT MONTH				YEAR TO DATE			
	TOTAL	MONTHLY	(OVER)	YTD	UNREALIZED	PERCENT		
	BUDGET 14/15FY	BUDGET *1	ACTUAL BUDGET	ACTUAL	ENCUM- BRANCES	AVAILABLE BALANCE	RECEIVED/ EXPENSED	
REVENUE	14,327,247	1,193,937	1,287,761	93,823.69	11,926,306	2,400,941	83.24%	
EXPENDITURES								
DEPARTMENT:								
CITY HALL / FINANCE	537,294	44,775	41,507	3,267.53	463,056	4,779	69,459	87.07%
COMMUNITY DEVELOPMENT	707,327	58,944	15,988	42,956.19	650,782	16,302	40,243	94.31%
PLANNING & ZONING	247,631	20,636	17,441	3,194.50	206,796	1,010	39,825	83.92%
FIRE DEPARTMENT	3,221,660	268,472	232,539	35,932.52	2,674,240		547,420	83.01%
POLICE DEPARTMENT	4,847,710	403,976	312,342	91,634.33	3,665,680	4,685	1,177,345	75.71%
ANIMAL SHELTER	172,575	14,381	10,285	4,096.01	119,662	666	52,246	69.73%
PURCHASING	266,434	22,203	21,151	1,052.33	219,739	485	46,210	82.66%
CITY GARAGE	252,914	21,076	20,494	582.44	223,452	664	28,798	88.61%
RECREATION *2	742,201	61,850	13,862	47,988.03	764,736	12,615	(35,150)	104.74%
PUBLIC WORKS	1,218,565	101,547	84,573	16,974.05	1,102,494	45	116,026	90.48%
INDIRECT EXPENSE	1,961,537	163,461	109,379	54,081.93	1,565,334	5,060	391,143	80.06%
PROGRAMMING & PROMOTIONS	151,399	12,617	13,074	(457.77)	121,713	1,568	28,118	81.43%

FOOTNOTES:

\*1 - 1/12th OF TOTAL BUDGET

\*2 - SEASONAL ACTIVITY

% BUDGET YEAR ELAPSED                      92%  
% BUDGET EXPENDED                            83%

CITY OF NATCHITOCHES  
UTILITY (PROPRIETARY) FUND BUDGET REPORT  
AS OF APRIL 30, 2015

	CURRENT MONTH				YEAR TO DATE			
	TOTAL	(OVER)						
	BUDGET 14/15 FY	MONTHLY BUDGET *1	ACTUAL	UNDER BUDGET	YTD ACTUAL	ENCUM- BRANCES	UNREALIZED / AVAILABLE BALANCE	PERCENT RECEIVED/ EXPENSED
REVENUE	38,610,171	3,217,514	2,207,966	(1,009,548)	31,413,399		7,196,772	81.36%
EXPENDITURES								
DEPARTMENT:								
UTILITY ADMINISTRATION	358,857	29,905	27,085	2,820	319,898	1,854	37,105	89.66%
WATER	2,828,795	235,733	131,074	104,659	1,969,932	37,630	821,233	70.97%
SEWER	1,641,566	136,797	128,151	8,646	1,286,141	3,072	352,353	78.54%
ELECTRIC	23,629,199	1,969,100	1,342,454	626,646	16,782,300	2,949,550	3,897,349	83.51%
UTILITY BILLING	542,648	45,221	45,958	(738)	476,739	3,803	62,105	88.56%
INFORMATION TECH	333,850	27,821	15,640	12,181	223,678	7,124	103,049	69.13%
INDIRECT	9,275,256	772,938	629,700	143,238	7,670,147	34,064	1,571,045	83.06%
TOTAL UTILITY FUND	38,610,171	3,217,514	2,320,062	897,452	28,728,834	3,037,097	6,844,240	82.27%

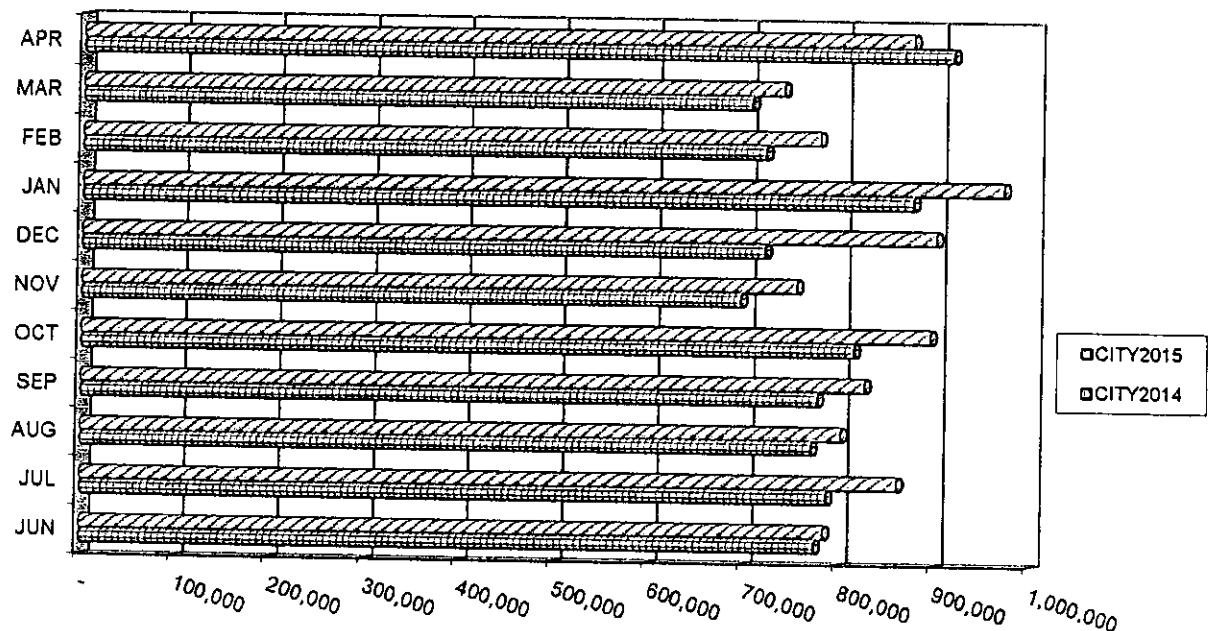
FOOTNOTES:

\*1 - 1/12th OF TOTAL BUDGET

% BUDGET YEAR ELAPSED	92%
% BUDGET EXPENDED	82%



# CITY OF NATCHITOCHES FISCAL YEAR SALES TAX COLLECTIONS

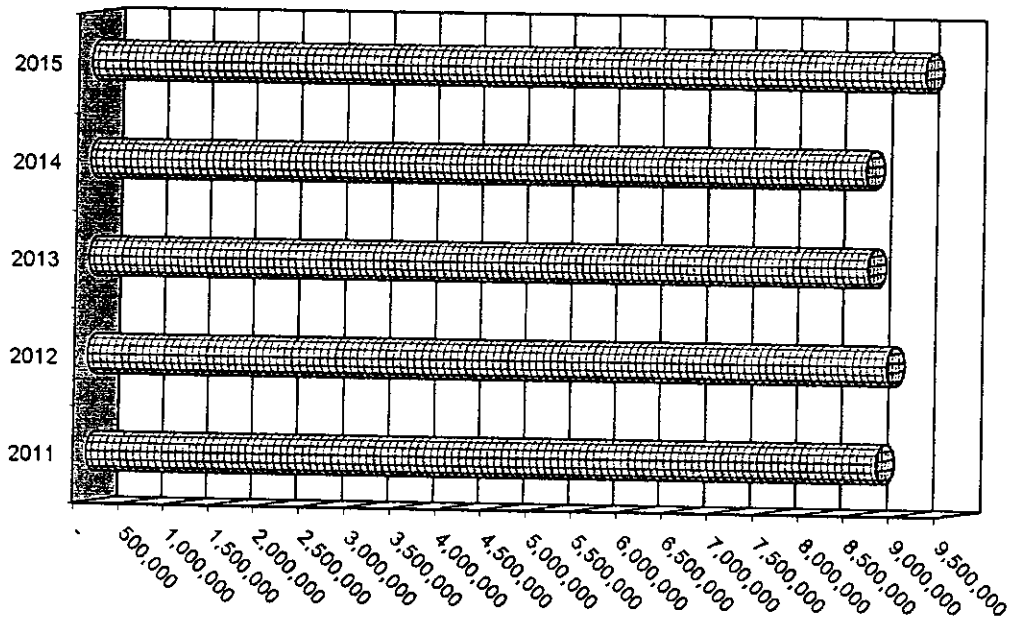


## REVENUE BY MONTHS

PERIOD	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	DIFF 14/15	DIFF %
JUN	745,293	778,326	784,706	775,673	785,480	9,807	1.26%
JUL	833,927	925,940	787,124	788,242	862,486	74,244	9.42%
AUG	747,034	799,473	675,717	771,686	803,607	31,921	4.14%
SEP	739,153	788,812	773,754	778,205	827,996	49,791	6.40%
OCT	790,155	811,193	791,074	816,314	896,460	80,146	9.82%
NOV	727,106	717,075	743,816	696,883	755,784	58,902	8.45%
DEC	749,143	765,125	780,648	721,635	901,873	180,239	24.98%
JAN	904,603	929,669	955,479	877,456	971,015	93,559	10.66%
FEB	674,576	727,109	681,159	722,168	778,962	56,794	7.86%
MAR	903,717	766,588	722,974	707,360	740,733	33,373	4.72%
APR	906,779	814,071	913,173	918,547	876,622	(41,925)	-4.56%

Prepared by: Natchitoches Tax Commission

# CITY OF NATCHITOCHES FISCAL YEAR SALES TAX COLLECTIONS

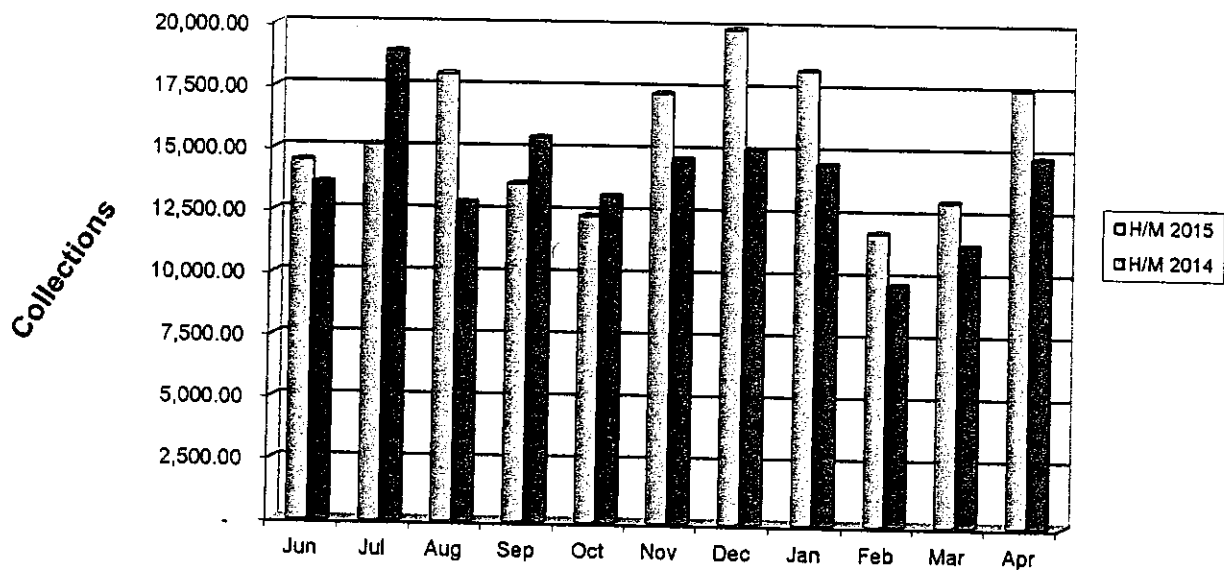


## REVENUE YEAR TO DATE

PERIOD	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	DIFF 14/15	DIFF %
JUN	745,293	778,326	784,706	775,673	785,480	9,807	1.26%
JUL	1,579,220	1,704,266	1,571,830	1,563,915	1,647,966	84,051	5.37%
AUG	2,326,254	2,503,739	2,247,547	2,335,601	2,451,573	115,972	4.97%
SEP	3,065,407	3,292,551	3,021,301	3,113,806	3,279,569	165,763	5.32%
OCT	3,855,562	4,103,744	3,812,375	3,930,120	4,176,028	245,908	6.26%
NOV	4,582,668	4,820,819	4,556,191	4,627,002	4,931,812	304,810	6.59%
DEC	5,331,811	5,585,944	5,336,839	5,348,637	5,833,686	485,049	9.07%
JAN	6,236,414	6,515,613	6,292,318	6,226,093	6,804,701	578,608	9.29%
FEB	6,910,990	7,242,722	6,973,477	6,948,261	7,583,663	635,402	9.14%
MAR	7,814,707	8,009,310	7,696,451	7,655,621	8,324,396	668,775	8.74%
APR	8,721,486	8,823,381	8,609,624	8,574,168	9,201,019	626,851	7.31%

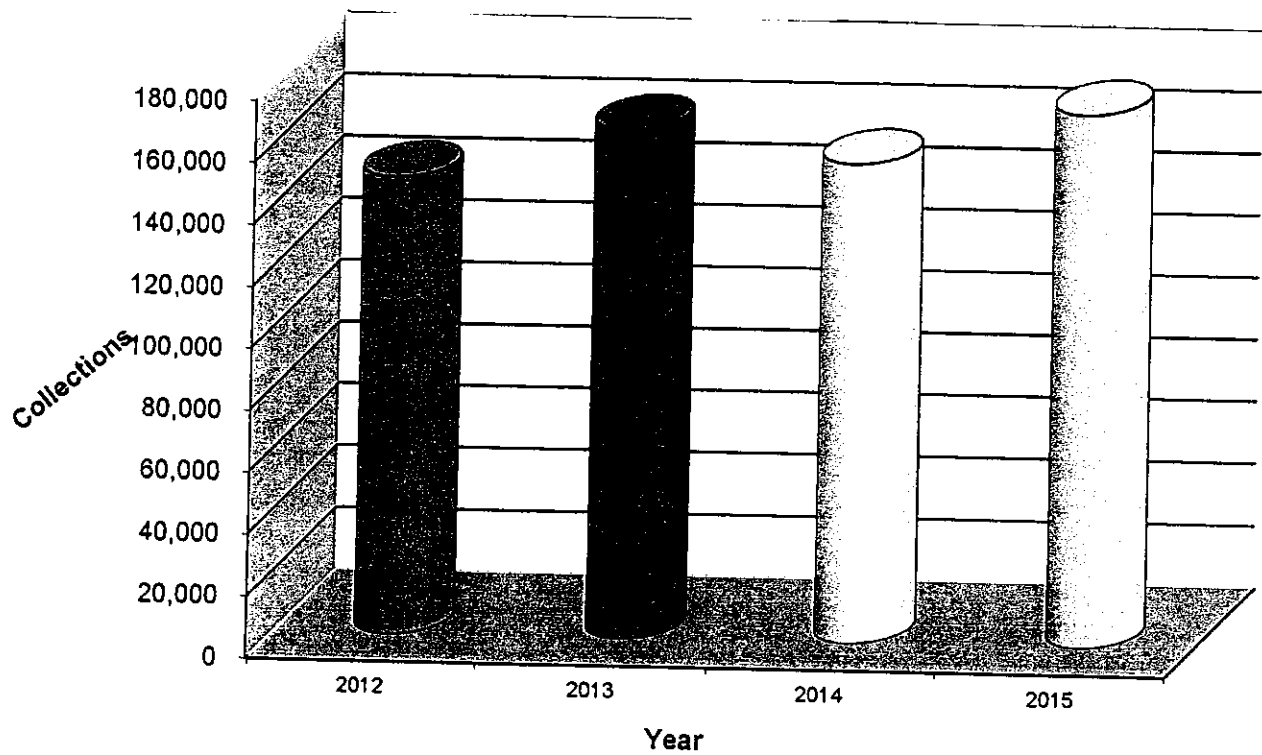
Prepared by: Natchitoches Tax Commission

# City of Natchitoches TIF 2%



Period	2012	2013	2014	2015	DIFF 14/15	% DIFF
Jun	0	23,874.50	13,597.75	14,483.00	885.25	3.71%
Jul	0	15,844.98	18,905.43	15,138.53	(3,766.90)	-23.77%
Aug	19,047.82	13,928.45	12,843.05	18,004.34	5,161.29	37.06%
Sep	17,078.68	14,825.46	15,486.48	13,613.10	(1,873.38)	-12.64%
Oct	17,253.08	11,785.44	13,163.32	12,337.86	(825.46)	-7.00%
Nov	16,983.00	15,940.88	14,676.81	17,301.80	2,624.99	16.47%
Dec	19,722.20	21,419.33	15,082.08	19,897.53	4,815.45	22.48%
Jan	16,390.01	15,308.72	14,521.59	18,275.86	3,754.27	24.52%
Feb	11,289.00	9,243.40	9,717.26	11,800.81	2,083.55	22.54%
Mar	13,310.37	8,955.53	11,318.99	13,057.62	1,738.63	19.41%
Apr	16,206.52	12,766.17	14,833.00	17,587.90	2,754.90	21.58%

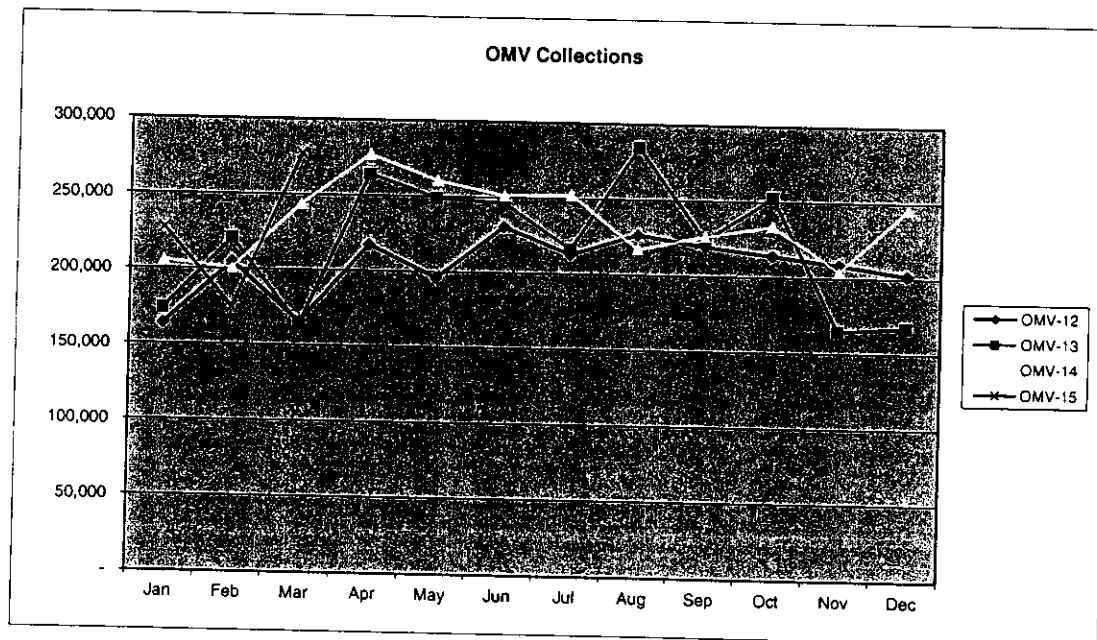
**City of Natchitoches  
TIF-2%**



Period	2012	2013	2014	2015	DIFF 14/15	% DIFF
Jun	-	23,874.50	13,597.75	14,483.00	885.25	3.71%
Jul	-	39,719.48	32,503.18	29,621.53	(2,881.65)	-8.87%
Aug	19,047.82	53,647.93	45,346.23	47,625.87	2,279.64	5.03%
Sep	36,126.50	68,473.39	60,832.71	61,238.97	406.26	0.67%
Oct	53,379.58	80,258.83	73,996.03	73,576.83	(419.20)	-0.57%
Nov	70,362.58	96,199.71	88,672.84	90,878.63	2,205.79	2.49%
Dec	90,084.78	117,619.04	103,754.92	110,776.16	7,021.24	6.77%
Jan	106,474.79	132,927.76	118,276.51	129,052.02	10,775.51	9.11%
Feb	117,763.79	142,171.16	127,993.77	140,852.83	12,859.06	10.05%
Mar	131,074.16	151,126.69	139,312.76	153,910.45	14,597.69	10.48%
Apr	147,280.68	163,892.86	154,145.76	171,498.35	17,352.59	11.26%

Natchitoches Tax Commission  
LA Department of Motor Vehicles Sales

Month/ Year	2012	2013	2014	2015	15 vs 14
Jan	164,467.36	174,514.52	205,655.35	227,683.49	10.71%
Feb	205,177.33	220,905.99	201,200.44	175,170.42	-12.94%
Mar	166,324.69	164,353.86	243,983.22	277,308.53	13.66%
Apr	217,732.82	264,608.75	277,427.08		-100.00%
May	196,365.55	249,447.49	260,809.86		-100.00%
Jun	230,945.64	246,712.96	251,656.26		-100.00%
Jul	213,497.75	217,028.15	252,877.65		-100.00%
Aug	227,231.78	284,804.63	217,791.53		-100.00%
Sep	220,368.79	224,618.30	226,904.14		-100.00%
Oct	214,695.08	253,263.37	234,151.83		-100.00%
Nov	209,191.64	165,389.46	204,828.82		-100.00%
Dec	202,412.94	168,100.98	246,057.51		-100.00%
Totals	\$ 2,468,411.37	\$ 2,633,748.46	\$ 2,823,343.69	\$ 680,162.44	-75.91%

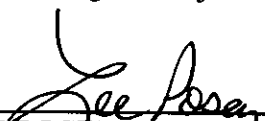


Mr. Pat Jones, Finance Director, presented the Council with the Finance Report. The General Fund summary as of April 2015 the revenues were at 83.24% and expenditures at 82.54%, with 92% of the budget year elapsed. The Utility Fund revenues were at 81.36% and expenditures at 82.27%. Sales Tax Collections for April were down 4.56%, but up 7.31% up according to the year to date report. The TIF for April was up 21.58% compared to the last month and up 11.26% for the year to date. Motor Vehicle Sales for March were up 13.66%.

The next scheduled City Council meeting will be held on June 8, 2015.

With no further discussion, Mayor Posey made a motion for adjournment and all were in favor.

The meeting was adjourned at 6:02 p.m.

  
\_\_\_\_\_  
LEE POSEY, MAYOR

  
\_\_\_\_\_  
DON MIMS, MAYOR PRO-TEMPORE